

22 AUG 1980

MEMORANDUM FOR: Director of Information Services  
FROM: Acting Director of Information Services  
SUBJECT: Agency Long-Range Planning Activity

1. I received a call today from [redacted] Management Staff, asking that we provide the name of an OIS officer who would be in charge of the study on what CIA must do to adequately comply with statutory requirements concerning records control, review, and public disclosures without significantly impeding performance of its primary mission (Issue H).

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2. The individual selected will be responsible for briefing the EXCOM on the end results of the study. Carol needs the name on Monday, 25 August. In addition, the individual selected will be invited to a Tuesday morning, 26 August, meeting at 0900 hours in the Comptroller's conference room (4E05). [redacted] will be chairing a meeting of the planning officers at that time and it is felt that the attendance of the study chiefs would be worthwhile and valuable. I told Carol that I was not sure who D/OIS wanted to select, but presumed it would be either [redacted] or someone from one of the three divisions involved in the Issue. She indicated that we could <sup>send</sup> two people to the meeting if we wanted to do so.

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*DCI Conf Room*

*DDO has assigned a mbr. to the working group. Suggest OGC membership*



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*Background constraints assumptions & projections alternatives*

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